

CANEHILL Docket: 1356857 - 72717

Filing ID: 78475

Accepted 12/7/2011

Item	Document		
1.	<u>Request/approval to study for discontinuance (05/04/2011)</u>	<input checked="" type="checkbox"/>	
2.	<u>Notice (if appropriate) to Headquarters of suspension</u>	<input checked="" type="checkbox"/>	
3.	<u>Notice (if appropriate) to customers/district personnel of suspension</u>	<input checked="" type="checkbox"/>	
4.	<u>Highway map with community highlighted (05/06/2011)</u>	<input checked="" type="checkbox"/>	
5.	<u>Eviction notice (if appropriate) (05/06/2011)</u>	<input checked="" type="checkbox"/>	
6.	<u>Building inspection report and original photos of building deficiencies (if appropriate) (05/27/2011)</u>	<input checked="" type="checkbox"/>	
7.	<u>Post Office and community photos (05/27/2011)</u>	<input checked="" type="checkbox"/>	
8.	<u>PS Form 150, Postmaster Workload Information (05/31/2011)</u>	<input checked="" type="checkbox"/>	
9.	<u>Worksheet for calculating work service credit (05/27/2011)</u>	<input checked="" type="checkbox"/>	
10.	<u>Window transaction record (05/26/2011)</u>	<input checked="" type="checkbox"/>	
11.	<u>Record of incoming mail (05/26/2011)</u>	<input checked="" type="checkbox"/>	
12.	<u>Record of dispatched mail (05/26/2011)</u>	<input checked="" type="checkbox"/>	
13.	<u>Administrative postmaster/OIC comments (05/20/2011)</u>	<input checked="" type="checkbox"/>	
14.	<u>Inspection Service/local law enforcement vandalism reports (05/10/2011)</u>	<input checked="" type="checkbox"/>	
15.	<u>Post Office fact sheet (05/27/2011)</u>	<input checked="" type="checkbox"/>	
16.	<u>Community fact sheet (05/27/2011)</u>	<input checked="" type="checkbox"/>	
17.	<u>Alternate service options/cost analysis (05/27/2011)</u>	<input checked="" type="checkbox"/>	
18.	<u>Form 4920, Post Office Fact Sheet (05/27/2011)</u>	<input checked="" type="checkbox"/>	
19.	<u>Recommendation and Service Replacement Type (06/01/2011)</u>	<input checked="" type="checkbox"/>	
20.	<u>Questionnaire instruction letter to postmaster/OIC (06/27/2011)</u>	<input checked="" type="checkbox"/>	
21.	<u>Cover letter, questionnaire, and enclosures (06/09/2011)</u>	<input checked="" type="checkbox"/>	
22.	<u>Returned customer questionnaires and Postal Service response letters (06/09/2011)</u>	<input checked="" type="checkbox"/>	
23.	<u>Analysis of questionnaires (06/27/2011)</u>	<input checked="" type="checkbox"/>	
24.	<u>Community meeting roster (06/27/2011)</u>	<input checked="" type="checkbox"/>	
25.	<u>Community meeting analysis (06/27/2011)</u>	<input checked="" type="checkbox"/>	
26.	<u>Community meeting letter (06/09/2011)</u>	<input checked="" type="checkbox"/>	
27.	<u>Petition and Postal Service response letter (if appropriate) (01/01/1900)</u>	<input checked="" type="checkbox"/>	

28.	<u>Congressional inquiry and Postal Service response letter (if appropriate) (01/01/1900)</u>	<input checked="" type="checkbox"/>	
29.	<u>Proposal checklist (05/27/2011)</u>	<input checked="" type="checkbox"/>	
30.	<u>District notification to Government Affairs (06/29/2011)</u>	<input checked="" type="checkbox"/>	
31.	<u>Instructions to postmaster/OIC to post proposal (06/28/2011)</u>	<input checked="" type="checkbox"/>	
32.	<u>Invitation for comments exhibit (06/29/2011)</u>	<input checked="" type="checkbox"/>	
33.	<u>Proposal exhibit</u>	<input checked="" type="checkbox"/>	
34.	<u>Comment form exhibit (06/28/2011)</u>	<input checked="" type="checkbox"/>	
35.	<u>Instructions for postmaster/OIC to remove proposal (09/06/2011)</u>	<input checked="" type="checkbox"/>	
36.	<u>Round-date stamped proposals and invitations for comments from affected offices (09/06/2011)</u>	<input checked="" type="checkbox"/>	
37.	<u>Notification of taking proposal and comments under internal consideration (09/06/2011)</u>	<input checked="" type="checkbox"/>	
38.	<u>Proposal comments and Postal Service response letters (09/06/2011)</u>	<input checked="" type="checkbox"/>	
39.	<u>Premature Postal Regulatory Commission appeal and Postal Service response letter (if appropriate) ()</u>	<input checked="" type="checkbox"/>	
40.	<u>Analysis of comments (09/06/2011)</u>	<input checked="" type="checkbox"/>	
41.	<u>Revised proposal (if appropriate) (09/06/2011)</u>	<input checked="" type="checkbox"/>	
42.	<u>Updated PS Form 4920 (if appropriate) (05/27/2011)</u>	<input checked="" type="checkbox"/>	
43.	<u>Certification of record (09/06/2011)</u>	<input checked="" type="checkbox"/>	
44.	<u>Log of Post Office discontinuance actions (09/06/2011)</u>	<input checked="" type="checkbox"/>	
45.	<u>Transmittal to vice president, Delivery and Retail, from district manager, Customer Service and Sales (09/06/2011)</u>	<input checked="" type="checkbox"/>	
46.	<u>Headquarters' acknowledgment of receipt of record (09/11/2011)</u>	<input checked="" type="checkbox"/>	
47.	<u>Final determination transmittal letter from Headquarters (09/26/2011)</u>	<input checked="" type="checkbox"/>	
48.	<u>Instruction letter to postmaster/OIC on posting (09/29/2011)</u>	<input checked="" type="checkbox"/>	
49.	<u>Round-date stamped final determination cover sheets (11/01/2011)</u>	<input checked="" type="checkbox"/>	
50.	<u>Postal Bulletin Post Office Change Announcement ()</u>	<input type="checkbox"/>	
51.	<u>Vice president, Delivery and Retail, instruction letter (09/26/2011)</u>	<input checked="" type="checkbox"/>	
52.	<u>Memo to the Record (12/07/2011)</u>	<input checked="" type="checkbox"/>	

DOCKET NO. 1356857  
ITEM NO. 52  
PAGE 1

ARKANSAS DISTRICT



December 7, 2011

MEMO TO RECORD

SUBJECT: Canehill Post Office Administrative Record

After review of the Administrative Record for the discontinuance of the Canehill Post Office, the following information is added to clarify certain factual statements. The information below is organized by the Item number corresponding to the Administrative Record.

**Item Nos. 8, 9, 18, 33, 41 and 47**

Item Nos. 8, 9, 18, 33, 41 and 47 should indicate that the Canehill Post Office serves 50 P.O. Box customers, 296 intermediate rural delivery customers, and 19 HCR delivery customers

**Item No. 17**

Item 17 indicates that there would be no additional cost to discontinuing the Canehill Post Office if customers choose to maintain a Post Office Box at the Lincoln Post Office.

If, however, Canehill Post Office Box customers choose to utilize street delivery, there would be an additional expense of \$815.00 annually. The breakdown is as follows:

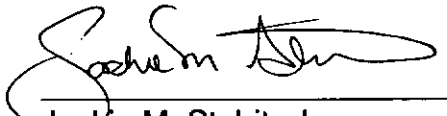
Fifty new boxes with a volume factor of 3.42 would result in an additional 171 minutes, or 2.85 hours, per week. The rural carrier currently has a workload of 49.10 hours per week, and the additional fifty boxes will result in a total workload of 51.95 per week. Currently, the rural carrier is classified as a J45 (working 12 days per pay period), earning \$61,822 per year. This classification has a workload maximum of 51.57 hours per week, which is less than the new total with the fifty boxes added. As a result, the carrier will be reclassified as a K43 carrier (working 11 days per pay period), earning \$57,914, and substitute carrier will work the additional day at an annual rate of \$4,723. Thus, the addition of the new fifty boxes will result in a total cost of \$62,637, less the current cost of \$61,822, for a total cost increase of \$815 per year.

If the Postal Service decides to provide Cluster Box Units (CBUs) to Canehill Post Office Box customers, the cost would be approximately \$3100 for 4 units. Possible locations for the CBUs would be the Canehill Car Lot or AEMTA Vendors.

The current lease for the Canehill Post Office expires 07/31/2014, and there is not an early out clause. The lease buy-out would be a one time expense of approximately \$12,960.00 (calculated as \$480.00 per month for 27 months).

**Item No. 47**

The FD was removed from the Lincoln Post Office on 11/02/2011. A copy of the cover page from the Lincoln Post office with round date stamps indicating both posting and removal dates is attached to this memo.



Jackie M. Stubitsch  
Discontinuance Coordinator  
420 Natural Resources Drive  
Little Rock, AR 72205-9321  
Office: 501-228-4231  
Fax: 650-577-5059

Dec. 5. 2011 4:50PM

DOCKET NO.

ITEM NO.

PAGE

1356857

52

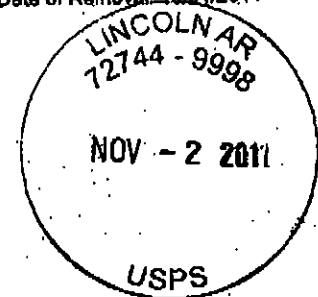
3

No. 1434 P. 1



Date of Posting: 09/29/2011

Date of Removal: 10/31/2011



FINAL DETERMINATION TO CLOSE  
THE CANE HILL, AR POST OFFICE  
AND CONTINUE TO PROVIDE  
SERVICE BY HIGHWAY CONTRACT ROUTE SERVICE

DOCKET NUMBER 1356857 - 72717